



## GOVERNOR'S ADVISORY COUNCIL ON AGING

### Meeting Minutes

April 4, 2008

#### **Council Members & Liaisons Present**

Paul Herrmann (Chair), Lynn Adler, Kati Bates, Bill Engler, George A. Evanoff, Bernadine Hoffman, Marilyn Johnson, Sharon McKinley, Doyle Meredith, Bernadette Polley, Barry Spiker, Rex Critchfield (DES), Gregg Kiely (AZDOT), Mary Kitterman (DOI), Ramona Rusinak (DHS), Pam Stevenson (AG's Office)

#### **Council Members and Liaisons Not Present**

Joyce Finkelstein (Vice-Chair), Jill Harrison (WACOG/AAA), PJ Schoenstene (AHCCCS)

#### **Council Staff Present**

Cathy De Lisa, Shawn Trobia, Dan Plumhoff, Elsa Gaynor

#### **Call to Order, Welcome, Introductions, Approval of Minutes & Chair's Report**

Council Chair Paul Herrmann called the meeting to order at 9:08 a.m., and a welcome and introduction period followed. Minutes from the March 7, 2008 meeting were reviewed. *Bill Engler made a motion to approve the minutes as written and Bernadette Polley seconded the motion. The motion passed unanimously.*

Additionally, Council Chair Paul Herrmann reminded the Council members that there will be no June 5 and 6, 2008 Committee or Council meetings. The cancellation of the June Council meeting was one of the action items from the March 7, 2008 Council meeting in which a motion unanimously passed to remove the June meetings from the Council's 2008 calendar in order to cut costs from the Council's FY08 budget to assist in relieving overall budgetary constraints for the state.

Mr. Herrmann and Executive Deputy Director Cathy De Lisa discussed the procedures for Council members to sign up as volunteers for the 2008 Governor's Conference on Aging, and Ms. De Lisa stated that she will be contacting each Council member individually to verify volunteer opportunities and Council member interests. Furthermore, Ms. De Lisa noted that she will be compiling an internal grid to coordinate volunteer needs, and that she will contact the Council members within the next few weeks to discuss the available dates and times for volunteer opportunities upon the overall grid's completion.

#### **Action Items Follow-Up and Executive Director's Report**

##### ***A.T. Still Crystal Service Award***

Council member Bernadine Hoffman provided the Council with an overview of the March 28, 2008 awards event presented by A.T. Still University at the J.W. Marriott Desert Ridge Resort and Spa in Phoenix, in which the Council was awarded the "Crystal Award" honoring

individuals and organizations for community service. Ms. Hoffman noted several of the other Crystal Awards recipients, and she stated that the event was well attended, and that it was a very nice evening overall.

### ***Ethics Training***

Mr. Herrmann verified that Council members Bill Engler, Bernadette Polley, and Barry Spiker have all registered to complete the Ethic's Training course sponsored by the Governor's Office of Boards and Commissions, in order to comply with state regulations to complete the training course within six months of their appointment to the Council. Mr. Engler, Ms. Polley, and Mr. Spiker all confirmed that they would be in compliance with the associated timeframe for the course's completion.

### ***Speaking Engagements***

Mr. Herrmann provided the descriptions and the locations and times of Executive Director Melanie Starns' speaking engagements and events for the month of April, 2008. A copy of Ms. Starns speaking engagements for the month of April is available through the Council Office.

### ***Older Americans Month Governor Events in May***

Mr. Herrmann provided an overview of the Governor's Older Americans Month Events, entitled "Coffee with the Governor," throughout the state during the month of May, 2008. A copy of the Older Americans Month events for the Month of May is available through the Council Office.

### ***Travel Reimbursements Update***

Mr. Dan Plumhoff reported that reimbursement checks for the preceding three months had been processed by the Department of Economic Security (DES) Travel and Accounting Units, and that six outstanding travel claims are still yet to be closed out. Additionally, Mr. Plumhoff stated that he will provide all Council members with their Arizona Department of Administration generated Employee Identification Numbers (EIN), which will replace the use of the Council member's individual social security numbers in block 10 of DES Travel Payment Voucher form AS-810, and that he will further inquire into the claims, in order to track whether the six outstanding travel claims for Council members Bernadette Polley (4), Bernadine Hoffman (1), and Sharon McKinley (1) are paid by the close of the following pay period.

## **Committee Reports and Voting on Committee Motions**

### ***Executive Committee***

Council Chair Paul Herrmann reported that the Executive Committee discussed the upcoming May 14 - 16, 2008 Governor's Conference on Aging, and he asked all Council members to inform their individual networks about this event. Additionally, Ms. Shawn Trobia stated that she will be sending out the conference registration brochures electronically to all of the Council members, and she noted that she will inform the Council members of the brochures availability should they wish to receive copies in the mail. Furthermore, Mr. Herrmann stated that any individuals who are interested in applying for a scholarship to attend the conference should contact their local Area Agency on Aging for additional information, and he noted that a total of 24 elder scholarships will be provided to the Area Agencies on Aging.

### ***Legislative & Policy Coordinating Committee***

Committee Chair Sharon McKinley provided a brief overview of the presentation delivered to the Legislative Policy Coordinating Committee at the April 3, 2008 meeting by Mr. Michael Howell, Founder and CEO of Reachout Healthcare America, and Ms. McKinley noted that the Committee will possibly identify one to two more dental care presenters to join the confirmed Prescott-area dentist who will be speaking at the Committee's July 10, 2008 meeting. Additionally, Ms. McKinley encouraged all Council members to attend the Arizona Rides Community Transit Model session at the 2008 Governor's Conference on Aging, in order to utilize that session as an additional presentation on the issue of transportation, and a discussion ensued. A copy of Mr. Howell's presentational handout is available through the Council Office.

### ***Mature Workforce Committee***

Committee Chair George Evanoff reported that the Mature Workforce Committee held a very productive meeting on April 3, 2008, and that the Committee discussed the upcoming conference and its corresponding schedule. Additionally, Mr. Evanoff stated that the Committee reviewed the Mature Worker (MW) Friendly Employer Certification Program and brochure, and that no motions or special announcements were made.

### ***Social, Health & Alzheimer's Committee***

Committee Chair Doyle Meredith reported that the Social, Health & Alzheimer's Committee had a wonderful turnout at the April 3, 2008 Committee meeting. Additionally, Mr. Meredith reported that Falls Prevention Sub-Committee Co-Chair Diana Toussaint provided the Committee with a list of the Falls Prevention pre-conference speakers for the Governor's Conference on Aging, and that Informal Caregiving Sub-Committee Co-Chair David Besst reported on the success of the March 13, 2008 Caregiver Coalition Rally and that the Informal Caregiving Sub-Committee is looking to identify leadership for the coalition. Furthermore, Mr. Meredith noted that no motions came out of the Committee meeting, and that the meeting was very successful overall.

### **Liaison Reports**

#### ***Attorney General's Office (AG)***

Ms. Pam Stevenson of the AG's Office reported that her office is currently working with the state legislature, and that the legislation pertaining to credit freezes is moving forward and looking quite promising. According to Ms. Stevenson, the legislation pertaining to reverse mortgages may possibly be reintroduced as a "strike everything" bill, and Ms. Stevenson noted that the AG's Office is continuing its efforts to educate seniors on the benefits and pitfalls of reverse mortgage loans. Additionally, Ms. Stevenson stated that she is currently putting together a schedule of events for Attorney General Goddard during Older American's Month in May, 2008. Furthermore, Ms. Stevenson informed the Council that the AG's Office will be hosting a Crime and Fraud Prevention Forum in Prescott on April 8, 2008, and she asked all Council members to provide her with any "scam" related information that they might run across.

#### ***Department of Insurance (DOI)***

Ms. Mary Kitterman of the Arizona Department of Insurance (attending on behalf of Ms. Erin Klug) stated that her agency will continue to process all consumer complaints against private insurance companies, and that they will do whatever they can to assist the general public.

***Department of Health Services (DHS)***

Ms. Ramona Rusinak of the Arizona Department of Health Services reported that the legislation pertaining specifically to “e-licensing” is moving forward, and that the proposed legislation would provide additional web-based services. Additionally, Ms. Rusinak stated that the DHS Division of Preparedness is focusing on special populations during emergency situations, and is currently networking with county agencies and Area Agencies on Aging to develop disaster preparations and emergency preparedness plans which will include service providers in its delivery. Furthermore, Ms. Rusinak announced that Ms. Tracy Hastings of the DHS Division of Behavioral Health Services will be the new point of contact for behavioral health issues and substance abuse.

***Department of Economic Security (DES)***

Mr. Rex Critchfield, Assistant Director of the Division of Aging and Adult Services (DAAS) in DES, reported that DAAS is putting together Adult Protective Services (APS) related training for new employees, and he emphasized the necessity of continuing to prioritize the APS training function within DAAS. Additionally, Mr. Critchfield noted that DAAS APS trainers have surveyed local APS offices to determine safety concerns for employees when entering client’s homes, and that they have met with risk management representatives in order to address the corresponding issues that have arisen. Moreover, Mr. Critchfield discussed his agency’s collaboration with the Area Agencies on Aging to develop plans for the Area Agencies to address safety issues and for duplication of the Region I pilot collaboration, in which case management and in-home services delivered by the Area Agencies help to assist APS in closing cases faster and freeing up APS staff to begin new cases. A discussion ensued, and Mr. Critchfield stated that the model developed by APS and the Area Agency on Aging, Region I will not involve any new or additional funds to run the program, and that the model is only a reprioritization of an existing operation.

***Arizona Department of Transportation (AZDOT)***

Mr. Gregg Kiely of the Arizona Department of Transportation provided an overview of his agency’s programs, specifically mentioning the following:

- Section 5310 - FTA Elderly Individuals & Individuals with Disabilities Program, a regionally based program serving senior’s transportation needs.
- Section 5311 - Rural Public Transportation (a companion federal transit program to 5310), a program “designed to address all community public transportation needs, but [which] has seniors as one of its core rider groups.
- Section 5316 - Job Access – Reverse Commute or “JARC”, a program providing “transportation to work activities for welfare, low-income un-and-under employed” individuals.
- Section 5317 – New Freedom, a program designed to enhance accessibility for the needs of all disabled individuals, regardless of age.

Furthermore, Mr. Kiely stated that the Arizona Rides program will “sunset” in December of 2008 if not renewed, and he noted that the Maricopa Association of Governments (MAG) will be hosting a Housing and Transportation Conference on April 8, 2008 at the Desert Willow Conference Center. Mr. Kiely will be co-hosting a session on mobility management at the

Housing and Transportation Conference, and he mentioned that anyone interested in attending should contact Ms. Amy St. Peter at MAG through [aspeter@mag.maricopa.com](mailto:aspeter@mag.maricopa.com). Additionally, Mr. Kiely provided an overview of various rural transportation studies being conducted by the Governor's Office and the Arizona Department of Transportation, and he mentioned that AZDOT will be applying for a federal discretionary grant in order to obtain additional resources for such studies.

### **Break**

The Council recessed for a fifteen minute break at 10:15 a.m.

### **Governor's Conference on Aging Discussion**

#### ***Timelines & Session Schedules***

Ms. Shawn Trobia and Ms. De Lisa reviewed the 2008 Governor's Conference on Aging brochure, and provided an overview of the conference timeline, exhibitors, pre-conference intensive sessions, program tracks and track sessions, and continuing education units. (CEU) Additionally, Ms. De Lisa noted that the Council staff is exploring options for a grand prize drawing at the conference's closing general session. Ms. Trobia stated that the Council staff will provide the Council members with electronic and "hard copies" of the conference registration forms and "Save the Date" flyers, and will contact Ms. Doris Marshall of the City of Phoenix in order to have those handouts distributed to the City's various senior centers. Copies of the 2008 Governor's Conference on Aging registration form and "Save the Date" flyer are available through the Council Office.

#### ***Lodging Arrangements***

Ms. De Lisa reminded the Council members that the Council staff will be handling all of the Council members lodging accommodation arrangements and conference registrations for the 2008 Governor's Conference on Aging.

#### ***Volunteer Assignments***

As this issue was previously discussed during the Council Chair's report, Chair Paul Herrmann moved on to the next item of business

#### ***Run Thru of Total Conference***

As this issue was previously discussed during Ms. Trobia's overview of Conference Timelines and Session Schedules, Chair Paul Herrmann moved on to the next item of business.

### **Lunch**

The Council recessed for lunch at 11:30 a.m. for approximately 34 minutes.

### **Guest Presentation**

Dr. John Hepburn, Dean of the College of Human Services at Arizona State University provided an overview of the School of Aging and Lifespan Development, specifically highlighting the following available instructional programs:

- Undergraduate minor in Aging and Lifespan Development
- Undergraduate B.S. in Aging and Lifespan Development

- Graduate certificate program in Gerontology
- Graduate M.S. degree in Aging and Lifespan Development

Additionally, Dr. Hepburn discussed the School's Center for the Study of Aging and Lifespan Development, as well as the School and College's community collaborative, the Osher Lifelong Learning Institute. A question and answer period followed. A copy of Dr. Hepburn's presentational handout is available through the Council Office.

### **Updates/New Business/Announcements**

- Chair Paul Herrmann noted the recent article published in the Arizona Republic which highlighted the work of Council member Lynn Adler on the National Centenarian Awareness Program.
- Chair Paul Herrmann stated that three names have been submitted for potential Council appointment to the Governor's Office of Boards and Commissions, and that Ms. Starns will monitor the status of those applications.
- Ms. De Lisa provided the Council members with updated tab numbers for the revised appendices within the Council's New Member Orientation Manual. A copy of the Governor's Advisory Council on Aging New Member Orientation Manual is available for review through the Council office.
- Council member Barry Spiker announced that he will be speaking at a May 5-9, 2008 spring learning event for Executives in Albuquerque, NM, which will be hosted by Goodwill Industries International.
- Council member Bernadette Polley suggested that the Council might consider identifying a representative from the U.S. Census Bureau, or the U.S. Department of Labor - Bureau of Labor Statistics as potential presenters for future Council meetings, and she noted that such a presenter might have very interesting information to provide regarding seniors.

### **Call to the Public**

As there were no members of the public present, there were no comments from the public.

### **Action Items**

- Ms. De Lisa will contact each Council member individually to explore conference volunteer commitments and opportunities, and she will do her best to match Council members' stated interests to conference volunteer needs. Ms. De Lisa will confirm each Council members scheduled dates and times for volunteer work prior to the conference.
- Council members Bill Engler, Bernadette Polley, and Barry Spiker will complete the Ethic's Training course sponsored by the Governor's Office of Boards and Commissions, in order to comply with state regulations to complete the training course within six months of their appointment to the Council.
- Mr. Plumbhoff will provide all Council members with their Arizona Department of Administration generated Employee Identification Numbers (EIN), and he will further inquire into the claims, in order to track that the six outstanding travel claims for Council members Bernadette Polley (4), Bernadine Hoffman (1), and Sharon McKinley (1) are paid by the close of the following pay period.
- Ms. Trobia will send out the 2008 Governor's Conference on Aging conference flyer and registration form in electronic and "hard copy" to all of the Council members, and she

will contact Ms. Doris Marshall of the City of Phoenix in order to have those handouts distributed to the City's various senior centers.

- The Legislative Policy Coordinating Committee will explore the possibility of adding another dental care presenter at the Committees July 10, 2008 meeting.
- The Council staff will handle all of the Council members lodging accommodation arrangements and conference registrations for the 2008 Governor's Conference on Aging.

### **Adjournment**

Meeting adjourned by Council Chair Paul Herrmann at 1:16 p.m.

### **Next Meeting**

The next meeting of the Governor's Advisory Council on Aging will be Friday, July 11, 2008 at 9:00 a.m. in the State Executive Tower, Grand Canyon Conference Room (Basement). These meetings are open to the public.